

2009
EEO
1-9 pg

**KOLO
EEO PUBLIC FILE REPORT**

**06/01/2008 – 05/31/2009
I. VACANCY LIST**

See **Master Recruitment Source List (MRSL)** for recruitment source data

	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Sales Account Executive	1, 10, 19, 22, 28, 29	29
Audio F/T	1, 4, 9, 10, 19, 25, 29, 34	29
Chief Engineer	1, 9, 10, 14, 19, 22, 27, 28, 34	29
News Director	1, 5, 7, 9, 10, 23	10
Sports Director	1, 9, 10, 22, 27, 28, 29, 34	29
General Assignments Reporter	1, 5, 7, 9, 10, 23, 24, 30, 34	30
Graphic Artist	1, 5, 9, 10, 29	29
Master Control Operator	1, 10, 12	1

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
1	KOLOTV.COM 4850 Ampere Drive Reno NV 89502 1-775-858-8888	N	9
2	Renohelpwanted.com 1 Civic Center Plaza #506 Poughkeepsie, NY 12601 1-800-365-8630 Internet Listing \$	N	0
3	Reno Gazette-Journal 955 Kuenzli Street Reno NV 89512 1-775-348-7355 Lori <u>lmacaula@rgj.com</u> \$	N	0
4	TMCC 7000 Dandini Blvd Reno NV 89512 775-673-7111 Job Board Fax 1-775-674-7566 Renee Baker 1-775-674-7672 <u>www.tmcc.edu</u>	N	0
5	MediaLine PO Box 51909 Pacific Grove, CA 93950 1-800-237-8073 <u>www.medialine.com</u> Mark Shilstone	N	0
6	NAB.org 1771 N. Street N.W. Washington, DC 20036 1-202-429-5498 <u>Khunter@nab.com</u>	N	0
7	Nevadabroadcasters.org 1050 Flamingo Road # S-110 Las Vegas, NV 89119 1-877-794-4994 <u>earlenelefler@yahoo.com</u>	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
8	Career Choices 625 Margrave Drive #101 Reno NV 89502 1-775-826-2555 Barbara Hunt <u>Barbara@career-choices.com</u>	N	0
9	Tvjobs.com PO Box 4116 Oceanside, CA 92052 1-800-374-0119 Mark Holloway <u>member@tvspy.com</u>	N	1
10	Gray Television WSAW TV 1114 Grand Avenue Wausau, WI 54403 1-715-845-4211 Jane Ploeger <u>jploeger@wasaw.com</u>	N	2
11	Regional Technical Institute (RTI) 380 Edison Way Reno NV 89502 1-775-861-4418 FAX: 1-775-861-4415	N	0
12	WorkReno.com 61 West 41 st Avenue San Mateo, Ca 94403 1-775-230-6194 Mark Babitt	N	0
13	ProNet 560 Mill Street # 200 Reno, NV 89502 Richard Lemos phone: 1-775-336-5438 FAX: 1-775-336-5455	N	0
14	Society of Broadcast Engineers 9247 N. Meridian Street #305 Indianapolis, IN 46260 1-317-846-9000 FAX: 1-765-846-9120 Scott Jones <u>kjones@sbe.org</u>	N	0
15	Jobs4broadcast.com Internet posting site	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
16	KOLO TV Employee Self Referred	N	0
17	American Women in Radio & Television 8405 Greensboro Drive #800 McLean, VA 22102 1-703-506-3290 awrt.org \$	N	0
18	Advertising Association of Northern NV 299 South Arlington Avenue Reno NV 89502 1-775-827-7311 Kerri Garcia <u>www.a2n2.com</u> \$	N	0
19	Nevada JobConnect (Nevada UnEmployment Office) 300 East 3 rd Street Carson City NV 89713 1-775-834-1970 FAX: 1-775-6988-1279 <u>www.nevadajobconnect.com</u> Robert Umhani Supervisor	N	0
20	KOLO Walk In	N	0
21	Marketing Ideanet Newsletter 602communications.com Graeme Newll 6839 Charter Hills Road Charlotte NC 28277 <u>gnewell@602communications.com</u>	N	0
22	Nevada Hispanic Services Inc 3905 Neil Road Reno NV 89502 1-775-826-1818 FAX: 1-775-826-1819	N	0
23	Tvspy.com/Vault 150 W. 22 nd Street / 5 th Floor New York, NY 10011	N	0
24	Mediabizjobs.com <u>jobs@mediabizjobs.com</u>	N	0

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25	University of Nevada, Reno UNR Career Navigator 1664 N. Virginia Street Reno NV 89557 www.unr.edu/career/employers/CareerNavigator.html	N	0
26	Morrison University Reno Tahoe Tech Center 10315 Professional Circle #201 Reno NV 89521 Amy Schaffer aschaffer@morrison.neumont.edu 1-775-850-0700	N	0
27	Washoe County Senior Center (AARP) Attn: BJ 1155 E. Ninth Street Reno NV 89512 1-775-328-2575 FAX: 1-775-328-6192	N	0
28	California Chicano News Media Association USC Annenberg School of Journalism 300 S. Grand Avenue # 3950 Los Angeles, CA 90071 ccnmainfo@ccnma.org FAX: 1-213-437-4423	N	0
29	KOLO TV Employee Referral	N	12
30	NON Employee Referral	N	1
31	National Association of Hispanic Journalists 1000 National Press Bldg / 529 14 th Street N.W. Washington DC 20047 1-202-662-7145 \$	N	0
32	National Association of Black Journalists University of Maryland 8701-A Adelphi Road Adelphi, MD 20783 1-866-479-NABJ \$	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
33	RTNDA Radio-Television News Directors Association & Foundation 1600 "K" Street N.W. # 700 Washington DC 20006 1-202-659-6510 \$	N	0
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			[25]

III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Internship Programs	<p>KOLO-TV maintains an on-going Internship Program with University of Nevada Reno for students who are interested in a broadcasting career. These internships are offered for the term of one semester and afford students studying communications the opportunity to achieve practical experience in the field. During the reporting period, the station had 4 Interns, as follows:</p> <p>During the Summer of 2008, (May-Aug) the station had 1 Intern. This Intern worked in the Production/News Departments, working with Producers, Directors, Audio and Camera Operators.</p> <p>During the Winter of 2009, (Nov – Dec) the station had 1 Intern. This intern worked in the newsroom and updated webchannel.</p> <p>During the Spring of 2009 (April-May) The station had 2 Interns. Both Interns worked in the News/Production department, working with Producers, and Directors on the Day Break Show, the Mid Day News Program and also the Evening News. Learning how to write stories and compile news events, run the teleprompter, edit news stories, run camera, make phone calls for the Assignment Desk, and general observation of all News Department Duties.</p>
2	Participate in Career Fair	<ol style="list-style-type: none"> 1) January 20th, 2009, KOLO Job Fair – In conjunction with Northern Nevada Jobs.com. Presentation, information given to the Public regarding open positions at KOLO. Attendance: Sales Manager, Human Resources, News Director. 2) November 12, 2008, KOLO Job Fair- In conjunction with City of Reno. Presentation, information given to the Public regarding open positions at KOLO. Attendance: Human Resources, Sales Manager, News Director.
3	Participate in event sponsored by educational	<ol style="list-style-type: none"> 1) On March 13th, 2009: Anne Cutler spoke

	<p>organization to promote careers in Broadcasting.</p>	<p>to Journalism students at UNR about careers in Broadcasting.</p> <ol style="list-style-type: none"> 2) On December 6, 2008, Reporter Auburn Hutton hosted a Reed High School Student for a job shadow. 3) On March 2, 2009, Reporter Terri Russell volunteered at the Journalism school at UNR assisting Junior and Senior College students with Resume writing and critiques. 4) On , 2009, Sarah Johns spoke at the Reno Tahoe Young Professionals development meeting about careers in Broadcasting. 5) On February 18th, 2009, Anchor Brent Boynton, Anchor Sarah Johns, and News Director David Beech conducted a station tour with University of Phoenix communications class.
5	<p>Participate in community event:</p>	<ol style="list-style-type: none"> 1) On April 2 and April 13th, 2009, Anchor Brent Boynton conducted a media relations seminar for NV Dept. of Public Safety recruits at the NHP training center in Carson City, NV